



Diane N. Tradd
Assistant City Manager/Director

R. Eric Slagle
Director

Shaun Shanahan
Building Commissioner

MEMORANDUM

TO: Chairman William Bailey and Members of the Lowell Zoning Board of Appeals

FROM: Joseph Giniewicz, Associate Planner

Division of Development Services

CC: R. Eric Slagle, Director
Shaun Shanahan, Building Commissioner
Shawn Machado, Board Enforcement Agent
Judy Tymon, Senior Planner
Christine McCall, Assistant Planner
Niteen Khatra (Applicant)

DATE: September 14, 2016

RE: 12 Wood St.

PROJECT SUMMARY

The applicant has filed with the Zoning Board of Appeals to request a Special Permit for the installation of one internally illuminated sign for the aforementioned property. The Board may recall that the site was constructed in its current layout within the last 5 years. The proposed sign is for an existing business, Indian Basket at the location.

DECISION CRITERIA

The Board shall grant a Special permit only upon its written determination that the adverse affects of the proposed use and structure do not outweigh its beneficial impacts to the city or the neighborhood, in view of the particular characteristics of the site, and the proposal in relation to that site, and find that the following criteria have been adequately addressed:

1. Social, economic, or community needs which are served by the proposal;
2. Traffic flow and safety, including parking and loading;
3. Adequacy of utilities and other public services;
4. Neighborhood Character and social structures;
5. Impacts on the natural environment; and
6. Potential fiscal impact, including impact on city services, tax base, and employment.

PROJECT COMMENTS

Development Services has reviewed the proposal and have the following comments:

1. The proposal appears as though it will meet size regulations regarding wall signs, however the Board should confirm the proposed square footage for the sign.
2. The Board may wish to inquire as to the proposed hours of operations for the proposed sign.